NATURAL RESOURCES COMMISSION Information Bulletin #32 GREAT LAKES COASTAL RESTORATION GRANTS PROGRAM

Introduction

The U.S. Congress has made available to states in the Great Lakes region, funds for competitive grants for community-based coastal restoration activities. Funding and oversight are provided by the National Oceanic and Atmospheric Administration (NOAA), Office of Ocean and Coastal Resource Management (OCRM). Projects must be consistent with the goals and objectives of the Coastal Zone Management (CZM) Act of 1972 (CZMA, 16 U.S.C. §1451 et seq.) and meet the requirements of the CZM Program administered by OCRM. Indiana is eligible for \$1.75 million to conduct a competitive grant program; future appropriations under this grant program are not expected.

Although Indiana has not completed the CZM program approval process, the State will require that projects are consistent with the CZM Act. For Indiana, this funding will be administered by the Department of Natural Resources, Division of Water, Lake Michigan Coastal Program (LMCP). You may visit the LMCP website at http://www.in.us/dnr/lakemich to view additional information about the program or to download copies of the grant guidance and application.

Purpose

This information bulletin is intended to establish the structure and requirements for Indiana's Great Lakes Coastal Restoration Grants Program. The purpose of the Program is to protect and restore coastal natural resources in Northwest Indiana through partnerships between State and local government. Proposals for projects will be reviewed on a competitive basis utilizing the grant funds available to Indiana. At least fifty (50) percent of the state's allocation will be directed to eligible local government projects.

Eligible Applicants

State and local governmental agencies are eligible to apply for funds, including:

- Units of local government, such as municipalities, townships, counties, and towns
- Area-wide agencies, including county and regional planning agencies
- State agencies
- State colleges, universities, and other state institutions of higher learning
- Conservancy districts and port authorities
- Basin commissions

Eligible Geographic Area

Projects must be located entirely within the LMCP Coastal Program Area, which comprises the northern portion of Lake, Porter, and LaPorte counties, (see map within application) unless the applicant can demonstrate that the project will have direct substantial benefits within the coastal region.

Eligible Projects

Funding is available for projects that protect and restore coastal resources and reduce or control threats from non-point sources of runoff. Projects must be consistent with CZM Act. The CZM Act can be found at: http://www.ocrm.nos.noaa.gov/czm/czm_act.html

Eligible projects will fall into one of three categories: non-construction, construction, or acquisition.

Non-construction: Projects that do not involve the use of machinery other than hand-held tools.

Construction: Projects that involve the use of machinery or the construction of man-made structures (for examples, pathways or site grading).

Acquisition: Projects that involve the acquisition of land from willing sellers of fee-simple or other interest in land (for example, purchasing an easement for a public right-of-way).

The following are examples of projects that are eligible for funding:

- Wetland restoration and protection
- Restoration and protection of corridors along rivers, streams, and lakes
- Restoration and protection of coastal natural resources
- Stormwater management and control
- Conservation buffers
- Restoration of natural hydrologic functions of rivers and streams
- Contaminated site clean-up
- Planning for coastal resource protection, restoration, or management

Requested funding for eligible projects can include:

- Plans, studies, and reports
- Site design, planning, and engineering
- Natural features studies and inventories
- Planting and restoration of native plant communities
- Stream bank stabilization and restoration
- Community and land use planning
- Low-cost construction projects consistent with the purposes of CZM Act, including but not limited to paths, walkways,

and fences

- Land acquisition through fee-simple title or by the purchase of rights through easement from willing sellers **Ineligible** projects include:
 - Construction projects on privately owned land without a conservation easement
 - Large scale, hard structure erosion control projects (total project costs exceed \$100,000)
 - Beach renourishment
 - Infrastructure projects related to water and sewer line construction
 - Dredging
 - Restrooms
 - Road construction
 - Routine maintenance
 - General recreational facilities such as playgrounds, ball fields, and courts, etc.
 - Wetland or other habitat restoration that is required as a condition of a permit or other regulatory action
 - Contaminated site clean up that is required as a condition of a permit or other regulatory action

Funding Limitations

A guideline of no more than \$100,000 per grant request will be used to evaluate proposals. For example, projects with a total cost of no more than \$125,000 with a documented match of \$25,000 or 25% of requested funds will be eligible.

Land Acquisition

Acquisition of land is an eligible project. Acquisition may also include the purchase of easements, entering into leases, and purchase of development rights. However land purchases are limited to areas that provide or improve public access or that provide for preservation of a significant natural resource. Additional documentation and a professional appraisal are required for acquisition projects. You must provide an acquisition cost analysis including the following information in your budget for any parcel of land to be acquired: parcel number, acreage, estimated value of land, estimated value of improvements, total estimated purchase price, certification of title, a clearly discernible location map showing property lines of proposed acquisition and existing structures, and review for potential contamination.

Under federal guidelines, only units of government, or other public entities are eligible to apply for and receive acquisition funds. Acquisition applications may include direct costs associated with the acquisition of land and water including appraisal costs but must exclude such costs as legal fees and court costs. If an actual appraisal, completed after award of funds, results in a purchase price higher than the amount applied for, the grant award will reimburse only the original estimated amount.

Scope of Projects

Projects should be able to stand alone without being dependent on the completion of other work that may or may not be completed. All projects must be designed using sound environmental and engineering principles and be consistent with current federal, state and local laws. In addition, construction projects are required to obtain all necessary federal, state, and local permits before construction may commence. For construction projects, all funds shall only be used for projects on publicly owned or leased land, or land for which a long-term easement has been obtained for the life of the project (a minimum of 20 years). Funds will not be used solely to improve private property or for other private enterprises. A compelling public benefit and commitment to maintenance of the project must be shown to receive funding.

Match Requirements

Grants are awarded with a match of 25% of requested funds. Federal funding may not be used as a match. State and local funding can be used as a match. The match may be in the form of cash or "in-kind" services or a combination of the two. Cash includes salaries, travel expenses (at not more than the approved state rate-see application), and purchase of equipment, supplies and other reasonable items associated with the projects. An "in-kind" match includes the use of equipment, supplies, land or other commodity already owned by the applicant or the use of items or staff donated by a third party. Partnerships that include meaningful private contributions as part of the local match are encouraged. Gifts and donations are acceptable, but only if they are made during the grant period. In-kind match cannot begin accruing until after the grant agreement is signed and NOAA gives final approval.

Volunteer time used as an in-kind match must be charged at the rate paid for the type of work being done or at the rate paid for minimum wage (\$5.15/hour). For example, the time an attorney spends doing data entry work for a project is charged at the rate paid to data entry operators. If the attorney volunteers legal work for the project, the attorney's volunteer time is charged at the rate paid an attorney. The Indiana Department of Workforce Development publishes average wages for most Indiana jobs and industries. Wage information can be found at http://www.in.gov/dwd/inews/lmi.asp.

Documentation of all match requirements is required before reimbursement is made.

Qualifying Criteria:

Qualifying criteria: each of the following must be met for an application to be eligible:

- 1. The proposed project is compatible with the CZM Act.
- 2. The proposed project addresses a category described above in "eligible projects."
- 3. The applicant is eligible as described above.
- 4. The applicant demonstrates the administrative capacity to manage the grant and the legal authority to implement the project.
- 5. For construction projects, public access is incorporated to the extent possible and compliance with the Americans with

Disabilities Act is demonstrated.

- 6. For construction and acquisition projects, broad and lasting public benefits are demonstrated.
- 7. The application is submitted before the close of business on April 26, 2002.

Indirect Costs

Indirect costs, those costs of an organization that are not readily identifiable with a particular project or program, within the proposed project budget are **not** allowed. Examples of indirect costs include the costs of operating and maintaining buildings, grounds, and equipment, and depreciation.

Payment Methods

The LMCP will approve project expenditures on a reimbursement basis. Thus, the project sponsor is expected to make the initial outlays for the project and then request reimbursement. Payments will be linked to project performance, and payment will be withheld if project schedules and deliverables are not met.

Application Process

Applicants are encouraged to contact the LMCP by March 15, 2002 to discuss eligibility of any proposed project before a completed application is submitted.

- 1. The applicant must submit a completed application to the Division of Water, LMCP by **April 26, 2002**. Completion of the Notice of Receipt will provide that you receive confirmation of receipt of your application.
- 2. The LMCP will review proposals. If the application is incomplete the LMCP will notify the applicant. The applicant will then have five (5) business days to submit the missing material to remain eligible. If the project is ineligible, the LMCP will notify the applicant.
- 3. The LMCP will review all complete and eligible proposals. The LMCP will seek additional review and input as needed on the scientific, engineering, and other technical merits and details of the proposed projects.
- 4. The Department of Natural Resources will select projects for submission to NOAA for final approval.
- 5. The Department of Natural Resources will announce approved projects and notify applicants by July 15, 2002.
- 6. The applicant and Department of Natural Resources will sign a grant agreement.
- 7. The LMCP will provide the grantee with a Grants Manual to assist in the administration and completion of the project.

Application Format

Attached is a hard copy of the application. Please use one (1) inch margins and 11-point type. If you would like an electronic version of the application, please send an e-mail request, along with your preference for Text (*.txt), Microsoft Word (*.doc), or Rich Text Format (*.rtf) to coastal@dnr.state.in.us or download the application from www.state.in.us/dnr/lakemich The original signed application, three (3) copies, and if possible, one (1) electronic copy, must be received by the close of business (4:45 p.m. E.S.T.) **April 26, 2002**. The electronic copy may be e-mailed by the same deadline to coastal@dnr.state.in.us, but this is <u>not</u> a substitute for the signed application and three (3) copies.

Grant applications can be mailed or hand delivered to:

Indiana Department of Natural Resources

Division of Water- Lake Michigan Coastal Program

402 West Washington Street Room W264

Indianapolis, Indiana 46204

Additional pieces of information such as maps, photos, drawings, or similar items may be submitted but should be limited to essential information. Letters of support demonstrating community support for your proposed project are encouraged but not required. Letters should not exceed three pages each.

Grant Agreements

The sponsors of selected proposals will be entering into a grant agreement with the State of Indiana. A legal contract will need to be executed by an authorized individual. An authorization should be made by resolution of the governing body, with a copy of the resolution returned with the grant agreement. It is recommended that local units of government place the topic of LMCP grant acceptance, and authorization to sign pertinent agreements, on their governing board meeting agenda well in advance of receipt of the grant agreement. The signed agreement will then be processed as soon as it is received. A vendor number may need to be assigned as well, which may result in additional processing time. Work conducted prior to the time that all agreements have been approved by the Department of Natural Resources and NOAA, and the grantee receives a signed copy, is not reimbursable. Commission Approval and Timing

This information bulletin was approved by the Natural Resources Commission as a nonrule policy document, effective immediately, on January 22, 2002. Timing requirements set forth in the information bulletin are of the essence and are determined upon their actual receipt by the LMCP.

Indiana Dunes National Lakeshore IIII Indiana Dunes State Park Counties
Lake
Porter
La Porte
Lakes
Surface Water
1-80
Historic Districts
Highways Boundary Public Land Lake Michigan Coastal Program Area

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GREAT LAKES COASTAL RESTORATION GRANTS APPLICATION REQUIREMENTS

A. Project Description and Timeline

Please provide a detailed narrative for each of the following items. The narrative should be as clear and concise as possible, and should include adequate detail to define fully the proposed scope of work. The narrative should not exceed three (3) double-sided pages or six (6) single sided pages.

- 1. Project purpose, reasons for undertaking the project, and problem(s) addressed.
- 2. Project goals, objectives and the steps that will be taken so that they are accomplished.
- 3. Benefits that will result from the project to specific natural resources, surrounding communities, the region, or the state.
- 4. Methods that will be used by the project for public outreach, education, or distribution of information to share project results and techniques throughout the coastal region.
- 5. How the project will implement actions recommended in existing management plans created through local or state governments, regional organizations, or other public processes.
- 6. Project timeline that includes all project phases, primary and secondary tasks for each phase, approximate time devoted to each task, deadlines for project objectives, and responsible party for each task.

B. Budget

Please provide a detailed project budget. Be sure to account for the total cost of the proposed project, not just the requested amount. Budget must include the following categories:

- 1. <u>Personnel.</u> This category refers only to persons on the regular payroll of the sponsoring organization. Persons employed on a contractual basis for the sole purpose of working on the grant-assisted project are accounted for in the "Contractual" line-item.
- 2. <u>Fringe Benefits</u>. Fringe benefits for paid personnel are an allowable cost. To facilitate the budget process, fringe benefit expenses are often expressed as a percentage of the "Personnel" costs.
- 3. <u>Volunteer Personnel</u>. This category refers to persons who donate their time towards the completion of the grant-assisted project. Volunteer time is valued at minimum wage (\$5.15/hour) unless other arrangements are made in advance with the Lake Michigan Coastal Program. While volunteer time can make up the entire matching share amount, it cannot exceed that amount. Note that, in general, the State prefers to fund projects that include little or no volunteer personnel time, since it is often difficult for the Project Sponsor to keep volunteers working on a set schedule.
- 4. <u>Travel.</u> Approved expenditures made for travel will be reimbursed by the State at the current rate paid by the State of Indiana. Travel expenses can only be reimbursed in accordance with the State Travel Policies and Procedures as specified in Financial Management Circular (#97-1.1). If the project involves travel outside the State of Indiana, please note this in the budget separately and provide a justification in the Project Description.
- 5. <u>Supplies</u>. Only those items necessary for the completion of the project may be purchased under this grant. Documentation for each purchase (in the form of invoices and canceled checks or similar documents) will be required in order to receive reimbursement. Note that any single item costing more than \$5,000 is considered to be equipment, and not a supply item. Grant funds cannot be used to purchase equipment without advance written permission from the Lake Michigan Coastal Program.
- 6. <u>Contractual</u>. This category refers to the cost of professionals engaged to work on the project on a contractual basis. Note that federal regulations require an open selection process in the hiring of all consultants and contractors connected with a federally-funded position. The grant recipient must either advertise the position or distribute a request for proposals to a reasonable number of qualified individuals or firms, and must receive back at least three written bids. After the open selection process, the Lake Michigan Coastal Program must approve of the selected consultant or contractor before they may be hired by the grant recipient. No person employed as a consultant (or volunteering their professional services) may be paid (or valued at) more than \$70 per hour. When hiring consultants or contractors for a grant project, the subgrantee must also provide evidence that:
 - The fee is appropriate considering the qualifications of the consultant/contractor, the fees which the consultant/contractor ordinarily charges, and the nature of the services to be provided; and
 - That no consultant/contractor with equal experience and qualifications is available for a lesser amount.

The rate restriction of \$70 per hour applies to individuals paid an hourly rate outside of a fixed fee contract. The Lake Michigan Coastal Program reserves the right to reject consultants and contractors selected by grant recipients to work on grant projects. Consultants who have failed to perform adequately on past projects will not be approved. The grant applicant is warned not to make any commitments to any parties prematurely, as this could make the applicant ineligible for grant funding. Additional information on contracting with consultants may be found in the Grants Manual, which will be supplied to grant recipients with their award letter.

7. Other. Costs which do not fall into any of the above categories should be entered on this line. Examples of items often accounted for here include printing and publishing expenses. Please indicate the nature of any expenses listed in this category. Note that construction projects often require the formal advertisement of bidding opportunities in several newspapers. These costs should be included in the project budget.

C. Matching Share

The matching share is the amount of funding the Project Sponsor is responsible for having "up-front," and at a minimum is equal to 25% of the total requested funds. Please indicate the source of matching share. The dollar amount, source of match, and total for each match category must be included. A written statement from the authorized fiscal officer for the Project Sponsor must be included

which references the project title and sponsor. The statement should verify that the items listed or total amount included in the grant application as matching share are available and that those resources will be allocated only to the Great Lakes Coastal Restoration Grant project. If elements of the matching share are being provided by entities other than the sponsoring organization, attach copies of letters from those entities showing a firm and binding commitment to provide the promised donation. There are three categories of matching share. The amount proposed as match for the project must be described in detail for each of the following categories:

- a. <u>Cash.</u> When grant recipients use their own funds to purchase goods or services specifically for the grant project (in other words, goods or services which recipients would not otherwise purchase as part of their own on-going programs), or when a third party donates cash to the grant recipient for the same purpose, it is considered to be a cash donation to the grant project. Examples include where grant recipients use their own funds to hire a temporary employee or a consultant solely and specifically to work on the grant project, where they use their own funds to purchase supplies for use on the project that are not ordinarily stocked in their own supply room, or where they receive cash from a third party to help them do either of the preceding activities.
- b. <u>In-kind Services and Goods.</u> When grant recipients arrange to perform some or all of the grant work by using their existing staff and by drawing supplies from their own supply room, or when a third party draws on its own existing staff and supplies to assist the project, it is considered to be an in-kind donation to the grant project.
- c. <u>Volunteer Services</u>. When the grant recipient arranges to have individuals perform work on the project without any remuneration, it is considered to be a volunteer services donation to the grant project. Establishing the value of volunteer services can be difficult. If the volunteer is normally a paid professional in a given field of endeavor, and is providing free services in that same field, then it is usually possible to value the volunteer's time using their regular hourly rate of pay. However such an arrangement must be approved in advance by the Lake Michigan Coastal Program. Ordinarily however, volunteer services are valued at minimum wage (\$5.15/hour). Accurate time sheets must be kept to document the amount of volunteer services performed.

D. Statements on Meeting Ranking Criteria

Ranking Criteria are enclosed in the application packet and will be used to rate and rank applications. Separate criteria have been developed for land acquisition projects. The application must address concisely all criteria in narrative form and include supporting documentation to receive points. For land acquisition projects, please only respond to the category of criteria specifically for land acquisition projects. All projects will be rated according to maximum points possible and ranked. Please clearly identify to which criteria any supporting documentation applies.

Note: For all projects involving land-based projects, it is important to include clear and accurate maps of the project location and the approximate location on the project site of all activities that will be conducted for the project. Map should clearly identify surrounding landmarks such as roads or rivers, project boundaries, property lines, existing features, and any other information that will assist in reviewing the proposed project.

GREAT LAKES COASTAL RESTORATION GRANTS RANKING CRITERIA

The following criteria will be used to rate and rank applications for funding from the Great Lakes Coastal Restoration Grants. Applications will be rated using from zero to the maximum points possible listed below, based on supporting documentation provided. Separate criteria have been developed for land acquisition projects and non-land acquisition projects. The application must address each criterion in narrative form and include supporting documentation to receive points. For land acquisition projects, please only respond to the category of criteria specifically for land acquisition projects. Construction and non-construction projects will be rated according to maximum points possible and ranked.

For clarification of any of the criteria below, please contact the Lake Michigan Coastal Program at 219-983-9912

Criteria for non-land acquisition projects:

Criteria for non-land acquisition projects:				
PROJECT	PROJECT ADMINISTRATION CRITERIA:			
Priority will be given to projects which:	Maximu m points possible	Documentation required		
Have an individual capable of grant administration to act as Project Coordinator	8	Provide the name of this person, list their qualifications and grant-administration experience (if any).		
Have the ability to maintain the proposed project in perpetuity or for a reasonable time frame of not less than 20 years	10	Provide the estimated life of the project and documentation that demonstrates both financial and administrative commitment to the long-term maintenance of the project.		
Have clear and measurable goals for the defined scope of work. The scope of work must be realistic and commensurate with the amount of grant funding requested	10	Describe the project methodology and the results or products which will be produced.		
Have requested or received all necessary permits or other forms of approval (including land owner permission) required to complete the scope of work	10	Provide copies of applicable forms of approval.		
Have a detailed timeline, schedule, and budget	8	Include a detailed timeline and budget. The timeline must show the approximate amount of time that will be devoted to each phase, task, or component of the project. The budget must include a detailed budget breakdown and indicate how the budget figures were computed and include copies of estimates received.		
Have an applicant with 100% of the matching share on-hand and documented.	4	Provide bank statements, employee position descriptions, or other documentation to demonstrate that matching funds are available.		
Total Points	50			
PROJECT PU	IRPOSE AN	D BENEFIT CRITERIA:		
	Maximum			
Priority will be given to projects which:	points possible	Documentation required		
Include a clear plan for distribution and transfer of information concerning project techniques and results throughout the coastal region, including the use of education and outreach strategies	5	Provide a description and timeline for the distribution and transfer of project information. Include material to be produced, distribution methods, partners, and potential recipients.		
Implement actions recommended in existing management plans created through local governments, regional organizations, or other public processes	8	Provide a reference or copy of the pertinent sections of the management plan and a detailed description of how the project addresses the goals or recommendations of the plan. Include a list of entities that participated in the development of the plan.		
Protect or restore a wetland type that is considered by the State as an outstanding priority type (wet prairie, wet sand prairie, panne, seep springs, marl beaches, dune swales, fens, bogs, wet floodplain forest, shrub-swamp, swamp, sedge meadow)	8	Provide documentation from the DNR Division of Nature Preserves that the project site or area of immediate effect includes an outstanding wetland priority type. Include a map of the wetland that shows its location in relation to the proposed project boundaries.		
Address non-point sources of pollution to rivers or streams designated as outstanding, Salmonid, or tributaries required for Salmonid spawning and release sites	8	Provide a map of the project site and clearly highlight the location and affected portion of the designated river or stream. Designated outstanding rivers and streams in the coastal region include Deep River one mile south of U.S. 30 to Little Calumet River, Little Calumet River East Fork C.R. 600E to S.R. 249. Salmonid rivers and tributaries include Salt Creek, Little Calumet River, and Trail Creek. Provide documentation that the project site or area of effect includes a Salmonid river or tributary from the DNR Division of Fish and Wildlife Lake		
Benefit the habitat of plant and animal species that	8	Michigan Research Field Station in Michigan City. Provide documentation from the DNR Division of Nature		

are endangered, threatened, or otherwise listed in		Preserves that the project site or area of effect most likely
the Indiana Natural Heritage Database		includes the habitat of endangered or threatened plant or animal species. Include a map of the habitat that shows its location in relation to the proposed project boundaries.
Clearly demonstrate a lasting, broad public benefit or if applicable, public access that will result from the project and if that public access complies with the Americans with Disabilities Act.	3	Clearly describe, for all phases of the project, what benefits or public access will result, the estimated life of those benefits, and what communities will benefit from the project. If applicable, include maps of any public access sites or entry points.
Are based in sound science and engineering princi- ples and if applicable will utilize best management or conservation practices to accomplish project goals	4	Provide detailed information on the professional qualifications and certification of all members of the project planning, design or construction team. If applicable, describe the best management or conservation practices that will be used to achieve project goals including but not limited to: practices described in the Indiana Drainage Handbook, the Indiana Handbook for Erosion Control, the use of native vegetation, and practices to minimize on and off site impacts.
Include a site or project area assessment or provide detailed steps that will be taken to develop a site or project area assessment	3	Clearly identify problems to be addressed, project area description including existing structures, existing conditions, sensitive areas or resources that should be considered, and stakeholders in the project. If possible, provide a map. Or clearly identify the steps that the applicant will take to provide the above information.
Provide for local or general public participation through all phases of the project	3	Provide a description and timeline of all public participation activities, material that will be produced, and entities that will be targeted to participate.
Total Points	50	

Criteria for Land Acquisition Projects Only:

Priority will be given to projects which:	Maximum points possible	Documentation required
Propose to acquire protection for property in perpetuity	20	Clearly define the type of acquisition which is proposed and any clauses that will be included in the acquisition agreement. For example, will the property be acquired in fee simple or will a conservation easement for development rights be secured.
Are sponsored by an entity that will have the ability and resources to manage the property over the long-term	15	Describe the ultimate owner of the property to be acquired, the entity responsible for long-term management (if different), the number of staff dedicated to land management, and any other information that will demonstrate a commitment of resources to protect the proposed acquisition project.
Provide protection to lands in close proximity or adjacent to existing protected properties with compatible land uses	15	Provide a copy of a topographic map that clearly identifies the property boundaries of the proposed acquisition and the boundaries of existing protected properties.
Provide protection to lands within the 100-year floodplain	5	Provide a map that clearly identifies the boundaries of the 100 year floodplain and the property boundaries of the proposed acquisition.
Provide protection to a wetland type that is considered by the State as an outstanding priority type (wet prairie, wet sand prairie, panne, seep springs, marl beaches, dune swales, fens, bogs, wet floodplain forest, shrub-swamp, swamp, sedge meadow)	10	Provide documentation from the DNR Division of Nature Preserves that the project site or area of immediate effect includes an outstanding wetland priority type. Include a map of the wetland that shows its location in relation to the proposed project boundaries.
Provide protection for the habitat of plant and animal species that are endangered, threatened, or otherwise listed in the Indiana Natural Heritage Database	10	Provide documentation from the DNR Division of Nature Preserves that the project site or area of effect most likely includes the habitat of endangered or threatened plant or animal species. Include a map of the habitat that shows its

Total Points	100	
Demonstrate compatibility with local land use plans or other management plans developed through local governments, regional organizations, or other public processes	5	Provide a reference or copy of the pertinent sections of the management plan and a detailed description of how the project addresses the goals or recommendations of the plan. Include a list of entities that participated in the development of the plan.
Have received the approval required to accept ownership of the property and an option to purchase from the landowner	5	Provide documentation of approval and options.
Demonstrate evidence of public and local unit of government support for the project	5	Provide documentation of support by affected communities, and local units of government
Incorporate public access and comply with the Americans with Disabilities Act	10	location in relation to the proposed project boundaries. Clearly describe the public access provided following project completion including maps of any public access sites or entry points.

GREAT LAKES COASTAL RESTORATION GRANTS RATING POINTS DISTRIBUTION SYSTEM

PROJECT ADMINISTRATION CRITERIA:

1)	Has an individual	capable of grant administration to act as Project Coordinator:
	0 points	There is no person identified as Project Coordinator
	2 points	Person is qualified but has no previous grant management experience
	4 points	Person is qualified and has minimal previous grant management experience
	8 points	Person is qualified and has significant previous grant management experience
2)		maintain the proposed project in perpetuity or for a reasonable time frame of not less than 20 years.
	0 points	Project sponsor has not demonstrated the ability to maintain the project either directly or through an
		agreement with another party.
	5 points	Project will be maintained for at least 20 years
	10 points P	roject will be maintained in perpetuity
3)	Has clear and mea	surable goals for the defined scope of work. The scope of work must be realistic and commensurate with the
	amount of grant f	unding requested.
	0 points	Project does not have clear and measurable goals for the defined scope of work
	2 points	Project has clear goals; however, the scope of work is not realistic for the grant funding or time frame
		and methods for measuring success is unclear.
	5 points	Goals are clear and realistic however, the methods for measuring success is unclear or not adequately
		matched to the defined scope of work.
	10 points C	Goals are clear, measurable and realistic
4)	Has requested or	received all necessary permits or other forms of approval (including land owner permission) required to
	complete the scop	
	0 points	Project sponsor has not addressed the need for permits or approval to complete the described project.
	5 points	Project sponsor has submitted copies of paperwork to request all necessary permits or other forms of
		approval but has not received final approval.
		roject sponsor has documented the receipt of all necessary permits or other forms of approval required to
		omplete the scope of work.
5)		neline, schedule, and budget.
	0 points	Timeline, schedule, or budget has not been submitted.
	4 points	Timeline, schedule, and budget has been submitted, but are not detailed enough to capture all phases and
		tasks included in the scope of work.
	8 points	Submitted timeline, schedule, and budget are detailed, demonstrate requirements and costs for all phases
-		and tasks, and indicate methods of computed budget figures or includes estimates from outside sources.
6)		with 100% of the matching share on-hand and documented.
	0 points	Applicant has not submitted documentation of match share
	4 points	Applicant has submitted documentation that 100% of their matching share is on-hand
		E AND BENEFIT CRITERIA:
7)		an for distribution and transfer of information concerning project techniques and results throughout the coastal
		the use of education and outreach strategies
	0 points	No plan for distribution was submitted.
	2 points	Plan includes distribution to a limited area or limited audience

	3 points	Plan includes distribution of information on project techniques to the coastal region, but does not include clear public education or outreach strategies, does not plan for sufficient or adequate educational material
		to be produced, or does not provide a clear timeline.
	5 points	Plan includes a clear timeline for the distribution of information, a clear description of material and
		methods to distribute information on project techniques, and clear and effective public education and
		outreach strategies throughout the coastal region.
8)	or other public pro	ns recommended in existing management plans created through local governments, regional organizations, ocesses.
	0 points	Project does not implement actions recommended in an existing plan
	4 points	Project does implement actions recommended in an existing plan; however, the plan was either not created
		with the participation of local government or organizations or was made without adequate public input.
	8 points	Project implements actions recommended in an existing plan that was created with participation of local governments or organizations with adequate public input.
9)	Protects or restore	s a wetland type that is considered by the State as an outstanding priority type (wet prairie, wet sand prairie,
"		gs, marl beaches, dune swales, fens, bogs, wet floodplain forest, shrub-swamp, swamp, sedge meadow)
	0 points	Project does not protect or restore an outstanding priority wetland type or the applicant has not provided
	0	adequate documentation.
10)	8 points	Applicant has documented that the project will protect or restore an outstanding priority wetland type.
10)		int sources of pollution to rivers or streams designated as outstanding, Salmonid, or tributaries required for
		ng and release sites
	0 points	Project does not address non-point sources of pollution to rivers or streams so designated or the applicant
	0	has not provided adequate documentation
	8 points	Applicant has documented that the project will address non-point sources of pollution to rivers or streams
11)	Danasita tha habit	so designated. at of plant and animal species that are endangered, threatened, or otherwise listed in the Indiana Natural
11)	Heritage Database	1 ,
	0 points	Project does not benefit the habitat of plant and animal species that are endangered, threatened, or
	o points	otherwise listed in the INHD.
	8 points	Project benefits the habitat of plant and animal species that are endangered, threatened, or otherwise listed
	o points	in the INHD.
12)	Clearly demonstra	ates a lasting, broad public benefit and if applicable, public access that will result from the project that
12)		Americans with Disabilities Act.
	0 points	There is no lasting, broad public benefit demonstrated and project does not incorporate public access or
		comply with ADA.
	1 points	Benefits will result to a broad public in the coastal region; but they are not long lasting or in perpetuity.
	3 points	Benefits will result to a broad public in the coastal region, and will be long lasting or in perpetuity and
	5 points	the project incorporates public access and complies with ADA.
13)	Is based in sound:	science and engineering principles and if applicable will utilize best management or conservation practices
- /	to accomplish pro	
	0 points	The applicant did not demonstrate that the project techniques or foundation are based in sound science
		and engineering principles and there is no documentation or description of BMPs that will be utilized.
	2 points	The applicant demonstrated that the project planning, design, or construction team will consist of
		professionally qualified individuals; however, the project techniques are not clearly described. And if
		applicable, the applicant describes specific BMPs that will be utilized, but the scope of their use or the
		area of implementation is limited. There is no description of the use of BMPs following construction
		activities.
	4 points	The applicant clearly demonstrates that the project will use professionally qualified individuals and the
		project techniques are based in sound science and engineering principles. And if applicable, the project
		has a clear plan to incorporate specific BMPs into construction activities throughout the project and over
		the entire project area affected by construction activities. The plan includes BMPs that will remain or be
		maintained following construction activities.
14)	Includes a site or	project area assessment or provides detailed steps that will be taken to develop a site or project area
	assessment.	
	0 points	Applicant does not document that a site assessment has been completed or describe steps that will be
		conducted to complete a site assessment during the proposed project.
	2 points	The project has not completed a site assessment but includes specific and clear steps that will be taken
		to complete one during the project.
	3 noints	Applicant documents that a complete site assessment has been completed

15)	Provides for local o	or general public participation through all phases of the project. The applicant does not document that local or general public participation will occur through all phases
	3 points	of the project. A clear timeline of all public participation activities and production of materials is provided and a description of targeted audiences included.
	Total Points	**************************************
100		possible for Non-land Acquisition Projects
CRI		D ACQUISITION PROJECTS ONLY:
1)	Proposes to acquire	protection for property in perpetuity.
	0 points	Acquisition is for less than perpetuity.
	10 points Acc	quisition is for perpetuity through a conservation easement or other agreement.
	20 points Acc	quisition is for perpetuity through fee simple purchase.
2)	Is sponsored by an	entity that will have the ability and resources to manage the property over the long-term.
	0 points	Applicant has not demonstrated the ability and resources to manage the property over the long-term.
	7 points	Applicant has demonstrated the ability to manage the property over the long-term, but has not clearly described resources available for land management.
		plicant has demonstrated the ability and resources to manage the property over the long-term.
3)		to lands in close proximity or adjacent to existing protected properties with compatible land uses.
	0 points	Does not demonstrate that acquisition will protect property in close proximity to or adjacent to existing protected properties.
	7 points	Project proposes to protect land within close proximity (within an area of five square miles or less) to other protected properties.
		ject proposes to protect land in close proximity (within an area of two square miles) to existing properties h compatible land uses.
	15 points Pro	ject proposes to protect land adjacent to existing protected properties with compatible land uses.
4)	Provides protection	to lands within the 100-year floodplain.
	0 points	Project does not protect lands within the 100-year floodplain.
	5 points	Project protects lands predominately within the 100-year floodplain.
5)		ype that is considered by the State as an outstanding priority type (wet prairie, wet sand prairie, panne, seep
	springs, marl beach	es, dune swales, fens, bogs, wet floodplain forest, shrub-swamp, swamp, sedge meadow)
	0 points	Project does not protect an outstanding priority wetland type or the applicant has not provided adequate
		documentation.
		plicant has documented that the project will protect an outstanding priority wetland type.
6)		t of plant and animal species that are endangered, threatened, or otherwise listed in the Indiana Natural
	Heritage Database.	
	0 points	Project does not benefit the habitat of plant and animal species that are endangered, threatened, or otherwise listed in the INHD.
		ject benefits the habitat of plant and animal species that are endangered, threatened, or otherwise listed in INHD.
7)		access and complies with the Americans with Disabilities Act.
1)	0 points	Project does not incorporate public access or comply with ADA
		oject incorporates public access and complies with ADA.
8)		ence of public and local unit of government support for the project.
0)	0 points	Applicant does not demonstrate local support.
	5 points	Applicant demonstrates local support. Applicant demonstrates local support.
9)		proval required to accept ownership or the property and an option to purchase from the landowner.
))	-	
	0 points 5 points	Applicant has not demonstrated receipt of approvals. Applicant has demonstrated receipt of approvals.
10)		atibility with local land use plans or other management plans developed through local governments, regional
10)		her public processes.
	0 points	Applicant does not demonstrate compatibility
	0 points 5 points	Applicant does not demonstrate compatibility.
	5 points Total Points	rependant demonstrates compationity.

Total Points 100 Maximum points possible for Land Acquisition Projects

GREAT LAKES COASTAL RESTORATION GRANTS APPLICATION CHECKLIST

All grant applicants must submit the following items in the order below.

1. Project Proposal Cover Sheet	
2. Grant Application Checklist	
3. Eligibility Questionnaire	ired Attachments
4. Application Requirements and Any RequProject Description and Timeline	iired Attachments
Budget	
Matching Share	
 Statements on Meeting Ranking Crit 	iteria and Any Required Attachments
5. Applicable Signed Statements	teria and Any Required Attachments
• Assurances (form for either Constru	action or Non-construction projects)
Attorney Title Opinion (for constru-	
Public Ownership Affidavit (for con-	
	KES COASTAL RESTORATION GRANTS JECT PROPOSAL COVER SHEET
Application for Federal funds administered by the	ne Indiana Department of Natural Resources, Division of Water, Lake Michigan
	Rm W264, Indianapolis, Indiana 46204. Phone (317) 232-4160.
Project Title:	
Duningst Trumps (all all and)	
Project Type: (check one)	American American
Non-constructionConstructionConstruction	Gruction Acquisition
Telephone Number	
Federal Employer's Identification Number:	
6. Project Coordinator:	
Address:	
Telephone Number:	Fax:
. D : . D 1 . C	
Total Project Cost: \$	
Amount of funds requested \$	
Total Project Cost: Amount of funds requested Amount of match provided Project Schedule Summary	
B. Project Schedule Summary	
	:
Ending Date (must be no later than July 31.	, 2004):
Project Location	
County:	
	fic:
0. Project Deliverables or Products Summary:	
-	
m: 1: 1: 1: 1: 1: 1: 1: 1: 1: 1: 1: 1: 1:	
This application prepared and submitted by	
Name and Title:	
Address:	Fax Number
Phone Number:Signature:	Fax Number:
orginature.	Date
GREAT LAK	KES COASTAL RESTORATION GRANTS
EI	JGIBILITY QUESTIONNAIRE
. Project Title:	
. Project Sponsor:	
	e and describe fully sponsor's name and affiliation)
Local government agency:	
Area-wide agency:	

	Stat	te agency:
	Inst	titutions of higher learning:
	Sch	ool district:
	Cor	nservancy district:
	Por	t authority:
		sin commission:
	Oth	er:
4.	Che	eck which project type applies:
		Non-construction:
		(if project is non-construction proceed to 14)
		Construction or land acquisition:
		(if project is construction or land acquisition proceed to 5.)
5.	For	construction or land acquisition projects, will the project result in a public benefit:
٥.	a)	This project is on public land or on publicly controlled easement and is for public benefit. The project does not improve
	u)	private property and is not for private or commercial gain.
		Yes No If the answer to 5a. is "No," the project is NOT eligible for funding.
	b)	The facility will be open to the general public.
	b)	Vec. No. N/A
	2)	Yes No N/A If the answer to 5b is "No," the project is NOT eligible for funding unless access to the facility will be limited for one or
	c)	more of the following reasons:
	<i>/</i> L	N/A Public safety Resource protection School outings Scientific research
	d)	The applicant needs a deed, lease, or easement to conduct the activity.
	`	Yes No
	e)	If the answer to 5d is "Yes," what is the life of the document (provide duration in terms of years or specify if in perpetuity).
	0	
	f)	The document in 5d contains a reversionary clause Yes No
	,	If "Yes," attach the reversionary clause to this form.
	g)	The sponsor will contract with a non-profit organization to complete part or all of this project.
		Yes No
		Yes No If "Yes," the name of the non-profit is:
6.		e Opinion, Certificate, and Appraisal
	a)	A title opinion, certificate, or affidavit showing that the property for the proposed project is publicly owned or leased in
		perpetuity or for the expected life of the project (at least 20 years) is attached.
	• .	YesNoN/A
	b)	If purchasing an interest in land, the sponsor has obtained an independent appraisal.
		Yes No N/A
_	T 1	If the answer to 6a or 6b is "No," the project is NOT eligible for funding.
7.		iana State Historic Preservation Officer (SHPO) Clearance and National Historic Preservation Act.
	a)	The sponsor has attached SHPO clearance. Yes No
		If "No," the sponsor certifies, by signing this checklist, that the sponsor has submitted the necessary paperwork to request
		SHPO clearance and that work will not begin and land will not be purchased until SHPO clearance is received by the DNR
	1.	Lake Michigan Coastal Program.
	b)	The project will affect properties listed in the National Register of Historic Places or is otherwise protected by section
		106 of the National Historic Preservation Act or a similar Indiana Preservation Act.
_		YesNo
8.	Nat	ional Flood Insurance Program:
	a)	The project is located in a designated floodway or "V" zone on a National Flood Insurance Program Floodway Map.
		YesNo
		If the answer to 8a. is "No," proceed to 9.
	b)	The community associated with the project area is participating in the Flood Insurance Program.
		Yes No
		If the answer to 8b is "No," the project is NOT eligible for funding.
9.	End	langered Species Act: The proposed project will not adversely affect threatened or endangered species or critical habitat
		under the jurisdiction of the National Marine Fisheries Service or the U.S. Fish and
		Wildlife Service as defined by the Endangered Species Act Yes
		No
		If the answer is "No," the project is NOT eligible for funding.
10	N.T. 4	ional Environmental Daliay Act

10. National Environmental Policy Act:

Prin	ted name of project sponsor CREAT LAKES COASTAL RESTORATION CRANTS
	ature of project sponsor
16.	I can attest that the statements made in this eligibility questionnaire and other information provided as attachment are, to the best of my knowledge, true and accurate.
	If the answer to 15 is "No," the project is NOT eligible for funding.
15.	The project sponsor possesses the legal authority to implement the proposed project. Yes No
	Yes No If the answer to 14 is "No," the project is NOT eligible for funding.
14.	Yes No If the answer to 13 is "No," the project is NOT eligible for funding. State and Local Laws: The project is consistent with state and local laws.
13.	Environmental Justice: The project will not have a disproportionately high and adverse human health or environmental effect on minority or low income populations.
	If the answer to 12 is "No," attach a description of the user fee which includes how much, differential fees (if any), the nee for the fees, and proposed use of the revenue.
12.	If the answer to 11 is "No," attach to this form an explanation as to why the project is not handicapped accessible. User Fees. The public will not be charged a user fee for the proposed project. Yes No N/A
11.	Handicapped accessibility: The proposed project is handicapped accessible. YesNoN/A
11	If the answer to any one subpart of 10 is "Yes," an Environmental Assessment (EA) may be required. If "Yes," attach description of the resource(s) affected and the nature and scope of the effects. If "Yes," the sponsor shall provide additional information stating why the sponsor believes an EA or EIS is not required. Additional environmental information may be required in cases where project impacts are not clearly described or where probable impacts require an EA or EIS.
	g) The project will have insignificant effects when performed separately, but will have significant cumulative effects. Yes No
	f) The project will have significant adverse impacts on other natural resources not covered elsewhere in this checklist, e.g. beaches and dunes, wetlands, estuarine areas, wildlife habitat, or other resources. Yes No
	e) Yes No This action will have highly uncertain environmental effects or involve unique or unknown environmental impacts. Yes No
	Yes No d) This action will have highly controversial environmental effects.
	c) This action would have significant adverse effects on public health and safety.
	Yes No The proposed project involves unresolved conflicts concerning alternative uses of available resources. Yes No
	a) The proposed project may significantly affect the human environment.

ASSURANCES- NON-CONSTRUCTION PROJECTS

Note: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the Lake Michigan Coastal Program. These assurances are required of applicants for federal funds.

As the duly authorized representative of the applicant I certify that the applicant:

- Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.
- Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any 2.

- authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- 3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- 4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- 5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F.)
- 6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §\$1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §\$6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-155), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §\$523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §3601 et seq.), as amended, relating to nondiscrimination in the sale, rental, or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
- 7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §\$1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole of in part with Federal funds.
- 9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §\$276a and 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §\$874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §\$327-333), regarding labor standards for federally assisted construction subagreements.
- 10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523) and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
- 12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.)
- 14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
- 15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. 2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
- 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
- 17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984 or OMB Circular No. A-133, Audits of Institutions of Higher Learning and other Non-profit Institutions.
- 18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL, TITLE

APPLICANT ORGANIZATION, DATE SUBMITTED

GREAT LAKES COASTAL RESTORATION GRANTS ASSURANCES- CONSTRUCTION PROJECTS ONLY

Note: Certain of these assurances may not be applicable to your project or program. If you have any questions, please contact the Lake Michigan Coastal Program. These assurances are required of applicants for federal funds.

As the duly authorized representative of the applicant I certify that the applicant:

- 1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management, and completion of the project described in this application.
- 2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
- 3. Will not dispose of, modify the use of, or change the terms of the real property title, or other interest in the site and facilities without permission and instructions from the awarding agency. Will record the Federal interest in the title of real property in accordance with awarding agency directives and will include a covenant in the title of real property acquired in whole or in part with Federal assistance funds to assure non-discrimination during the useful life of the project.
- 4. Will comply with the requirements of the assistance awarding agency with regard to the drafting, review and approval of construction plans and specifications.
- 5. Will provide and maintain competent and adequate engineering supervision at the construction site to ensure that the complete work conforms with the approved plans and specifications and will furnish progress reports and such other information as may be required by the assistance awarding agency or State.
- 6. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
- 7. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
- 8. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
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- 11. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
- 12. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole of in part with Federal funds.
- 13. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §\$276a and 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §\$874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §\$327-333), regarding labor standards for federally assisted construction subagreements.
- 14. Will comply with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- 15. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental

quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523) and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).

- 16. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
- 17. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. 470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. 469a-1 et seq.)
- 18. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984 or OMB Circular No. A-133, Audits of Institutions of Higher Learning and other Non-profit Institutions.
- 19. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

	DE CERTIFICACIONES, TITEE	
APPLICANT ORGANIZATI	N, DATE SUBMITTED	
	TITLE OPINION	
Date RE:		
Project Title I hereby certify that I am a me for the parcel (s) of property or (name and brief description of	aber in good standing of the bar of Indiana and have been requested to determine record owners which the above-referenced project will be constructed,	anc
I have determined that there as no easements or easements or oth		
Signature Name	Bar number (must include)	
	Telephone number	

SUGGESTED AFFIDAVIT OR CERTIFICATION OF PUBLIC OWNERSHIP

On a separate sheet of paper, prepare an affidavit and explain your authority to certify that the property on which the proposed project is located is publicly owned. The person signing this affidavit should be an official with knowledge and authority to certify ownership. Use the title: "Public Ownership Affidavit", and the language provided below.

I solemnly affirm upon personal knowledge that the following statements are true:

I (name of official) being duly sworn state that:

Address

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL TITLE

1. Official must state what his/her title is and what authority he/she has to say that the property is publicly owned.

there are no encumbrances on the property that will interfere with the proposed project. Signed
(printed name of official)
Subscribed and affirmed before me this day of (month), (year).
Notary Public Signature My Commission expires: